



EXECUTIVE MEMORANDUM 13-10

October 14, 2013

TO: Executive Vice President and Provost
Vice Presidents
Chancellors
Executive Administrator and Secretary of the Board of Regents
State Director for Career and Technical Education

FROM: David Lassner
Interim President 

SUBJECT: Revised and Rescinded Executive Policies – Chapter 9, Personnel

The following Executive Policies have been updated and revised. They can be viewed via the University's Administrative Procedures Information System (APIS) at <http://www.hawaii.edu/svpa/ep/ep.php>:

- E9.112 Delegation of Authority for Personnel Actions. The updated E9.112 shall be applied in conjunction with the interim approval process for the appointments, reappointments and salary adjustments of executive and managerial (E/M) personnel and other interim guidelines.
- E9.201 Faculty and Staff Renewal and Vitality Directive
- E9.203 Evaluation of Board of Regents Appointees
- E9.205 Minimum Qualification Requirements for Academic Executive/Managerial Positions (retitled)
- E9.208 University of Hawai'i Intra-System Faculty Exchange
- E9.209 Awarding of Emeritus/Emerita Title (retitled)
- E9.212 Military Leave
- E9.216 Classification and Compensation of Coaches in Major Intercollegiate Sports

In addition, the following Executive Policies have been rescinded as they are either no longer in effect or have been superseded by other Executive Policies:

- E9.101 Approval of Appointments of Graduate Assistants – UH-Mānoa
- E9.102 Recommendation of Personnel Appointments and Changes in Appointments, Sabbatical Leaves, Leaves without Pay and Administrative Stipends to Board of Regents

- E9.103 Approval of Requests for Sabbaticals, Leaves Without Pay for Professional Improvement and Extensions of Probationary Period of Academic Personnel and Recommendations for Administrative Stipends for Academic Personnel
- E9.104 Authority to Act as the President's Designee in the Appointment of Lecturers and Cooperative Teachers and Counselors
- E9.105 Approval of individual Faculty Exchanges of University Faculty and Faculty of Other Universities and Colleges
- E9.106 Final Determination on Negative Tenure and Promotion Actions and Authority to Recommend Positive Actions to the Board on Tenure and Promotion
- E9.107 Authority to Amend the Minimum Qualifications for Academic Personnel as Listed in Appendix A of the 1977 Community College Classification System
- E9.108 Acceptance of Resignations
- E9.109 Authority to Appoint Faculty or APT Personnel in Advance of BOR Approval in Urgency Cases
- E9.110 Authority to Approve the Appointment of Casual Personnel
- E9.202 Management Development and Evaluation
- E9.206 Personnel Exit Questionnaires
- E9.207 Guidelines for Employment of Coaches in the Major Intercollegiate Sports

Should you have any questions, please contact the System Office of Human Resources.

Attachments